

Centreville High School Transcript Release of Records Form

CVHS CEEB Code: 470549

Student Name (Last, First, Middle)

Date of Birth

Student ID #

Phone Number

Graduation Year

Student E-Mail Address

Counselor Name

A minimum of 15 school days is required for processing prior to a deadline. This does not include school holidays. Please plan accordingly.

- The college transcript packet will include: Transcript, College Secondary School Report, Counselor Recommendation (if required by school rec packet completed), Centreville College Profile
- The first three college transcripts are free. Additional transcripts cost \$5 each. No postage required.
- There is an additional \$5 fee for each transcript request needed in less than 15 school days.
- 7th semester grades will be sent automatically in February to all colleges on this form.
- A final transcript will be sent to the college indicated on the end-of-year Senior Survey.

CENTREVILLE DOES NOT MAIL SAT OR ACT SCORES TO COLLEGES.

REQUEST THEM AT:
www.collegeboard.com (SAT)
www.actstudent.org (ACT)

FOR OFFICE USE ONLY

College Name/Scholarship Name College City & State Or Street Address for Scholarship	EA, ED, Regular, Rolling or On Site Admission	College/ Scholarship Application Deadline	Type of Application	Counselor Recommendation Required By College? Yes or No	Date Received	Fee Paid? (\$5 after the first three)	Date Sent To Counselor	Delivery Method: Mail or eDocs
			<input type="checkbox"/> Common Application <input type="checkbox"/> Coalition Application <input type="checkbox"/> College-Specific App <input type="checkbox"/> Self-Report App					
			<input type="checkbox"/> Common Application <input type="checkbox"/> Coalition Application <input type="checkbox"/> College-Specific App <input type="checkbox"/> Self-Report App					
			<input type="checkbox"/> Common Application <input type="checkbox"/> Coalition Application <input type="checkbox"/> College-Specific App <input type="checkbox"/> Self-Report App					

Per FCPS Form IS-111, your signature on that form authorized Centreville High School to release the above named student's official records to the colleges or scholarships listed on this form. In addition, you indicated whether or not you waived your right to access letters of recommendations written by FCPS employees.

My child is on Free/Reduced Lunch and I am requesting a fee waiver: Yes No

**Return Completed & Signed
form to Student Services**

Parent Signature

Student Signature

Date